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MEMORANDUM FOR THE RECORD

6 November 1959

SUBJECT: Meeting re "Study of Logistics Systems
and Organizations"

1. A meeting was held this date in Room 1123 Qtrs. I. Those in attendance were:



2. The purpose of the meeting was to determine the best manner in which to approach the problem of preparing the "Study of Logistics Systems and Organizations". [REDACTED] began by reviewing some of the correspondence leading up to this meeting, and pointing out the probable reasons which led to the request for this study.

3. Each of the Division Chiefs had brought to the meeting with them a paper outlining the mission and functions of their respective offices. However, after some discussion it was decided such a statement would not adequately explore all the facets of such a study. Mr. [REDACTED] suggested each Division try to define necessary functions, the system used to perform these functions, investigate other Agencies and their systems, and then compare with ours, keeping as much as possible to the Plan of Approach attached to Planning Staff memo dated 26 October 1959.

4. [REDACTED] suggested he draw up an outline approaching the problem as follows: statement of conditions in Supply Division several years ago, what has been accomplished in Supply Division since that time, future goals and date when they would be attained. Prior to submitting this outline, however, [REDACTED] will submit to each of the Division Chiefs, and to Planning Staff, a statement of intent, briefly stating what he intends to include in this outline. After receipt of this statement, each of the Division Chiefs will in turn draw up an outline. Incorporated in this outline will be each Division's answers to questions raised in Plan of Approach drawn up by Planning Staff.

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5. Planning Staff will review outlines submitted by Supply, Procurement and Transportation Divisions, and a final outline will be submitted to the Director of Logistics for approval.



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Chief, Planning Staff, OL

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